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| **Drama Booster Meeting** | |
| **Date:** January 9, 2023 | |
| **Location:** Tech Room, Lavilla School of the Arts | |
| **Attendees:** | |
| * Melanie Moore, President | * Melissa Kolterjohn, Secretary (meeting recorder) |
| * Emily Carpenter, VP Communications | * Melinda Malkewitz, Drama Teacher |
| * Kate Chung, VP Patrons & Special Events | * Rachel Gunter-Shapard, VP Concessions |
| * Amber Amerson, Drama Teacher | * Jackie Tabun, VP Show Support and Carrie Rogers (shadow) |
| * Nicole Holloman, Volunteer Coordinator | * Romecca Terrones, Thespians Chair |
| * Rebekah Hutto, VP Merchandise | * Angela Turk, VP Fundraising |
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| **Key Points** | |
| * Minutes from last meeting approved. * Teacher spending account needs to be replenished with amount that went out being put back in. * Do not have 2023 budget completed; vote on budget occurring in near term. * Three open board positions need to be filled President, Treasurer and Patrons/Banquets.   **Upcoming Due Date & Events Calendar**   * February 6: Next newsletter * February 13: Next Boosters Board meeting * April 9: Spring Show, *When Bad Things Happen to Good People* (no matinee but looking to add 3rd show) * April 15: School Art Festival and Showcase * March 28 – 29: Issue-based Theater (at night tech is 03/28 afterschool, then show at 7:00 pm on 03/29) * Sometime After May 5: Banquet   **President, Melanie Moore**   * Reviewed financials (see page 2) * Purchasing two new readers.   **VP Communications, Emily Carpenter**   * Push Spring patron membership on website. * No newsletter in January.   **VP Patrons & Special Events, Kate Chung**   * 70+ people attended for patron dinner each night for Godspell show. * Patrons’ dinner will happen for Spring Show. * Kate shared theme with photos and look and feel for patrons’ dinner and all approved. * Seeking even more assistance with set-up and clean-up for Spring Show patrons’ dinner. * Romecca and Melissa volunteered to assist with Patrons & Special Events position when Kate leaves at end of school year. I believe Rachel volunteered to assist with banquets. * Banquet will have Cirque du Soleil theme with Mexican food. Board members looking into looking for space at church fellowship hall. Plan for attendance of ~175 people. 8th graders will receive first opportunity to buy tickets and may invite 2 parents, then 7th graders (1 parent only), then 6th graders (1 parent only).   **VP, Show Support, Jackie Tabony**   * Seeking photographer for Spring Show. Photos to be taken during dress rehearsal. * Amber Amerson mentioned she has found a photographer that would only charge for materials. * Posters will be created and purchased from same vendor who produced Godspell posters. * Idea from group to sell Spring Show posters for $5 each. It was recommended to purchase between 50 to 55 posters in total. Group also proposed t-shirt/poster bundle for cast. A pre-poll will be done with the cast to get final tallies. They will also get to select their t-shirt size during pre-poll. * Marjorie will be doing the printing for Spring Show program (artwork to be same as poster). * Posters need to be printed two weeks prior to show opening. * Tickets need to be ready 10 days before show opening. * Jackie needs list of cast and crew from Rebekah for the program. * Program ads require two days for predesign or just create your own as done for Godspell.   **VP Merchandise, Rebekah Hutto**   * T-shirts will need to be black and white due to cost. * Plans to make t-shirts for Spring Show and Issue-based Theater programs. * Putting Godspell shirts on clearance. * Still have merchandise, no need to replenish.   **VP Fundraising, Angela Turk**   * Still have 8 zoo tickets, no one bid on them. Amber will put this in as part of the show and make it a bit. * Angela to email Kate with name of place that made cake donation. * Total collected for Godspell silent auction was $1,370.   **VP Concessions, Rachel Gunter-Shapard**   * Plan to do bouquets again for Spring Show. * Will have Amazon wish list ready for February newsletter timing. * Checking on leftovers from Thespians. * Spring Show may not have an intermission.   **Volunteer Coordinator, Nicole Holloman**   * No updates at this time.   **Thespians Chair, Romecca Terrones**   * Program went smoothly. * Kids did not like the lunchboxes. Next time can just order there vs. paying for lunchboxes. * Amber said do not need parent volunteer chaperones.   **Financial Review** | |
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